

Sample Thank You Letter For Presentation

(Local Agency Letterhead)

(Date)

(Name)

(Agency)

(Title)

(Address)

(City, State, Zip Code)

Dear *(Contact Name)*,

I would like to thank you for providing the opportunity to discuss the WIC Program at your agency.

The enthusiasm with which your group received the presentation was enjoyable. The response verifies that a need exists for members of the community to learn about WIC and the benefits that WIC provides its participants.

The group's excitement about the WIC Program and the interest in working with WIC clinic in their community is gratifying.

If at any time in the future you need additional information or presentations, please feel free to contact me.

Sincerely,

(Name)

(Title)